

FOREIGN NATIONAL DATA CARD

Personal Data

Name of Visitor 1. Please Print: (last)		(first)	(middle)
2. Place of Birth: (city) (country)		3. Date of Birth	4. Citizenship
5. Identification: Exp. Date	6. Current Employer: Business:		

Visit Data

7. Buildings Visited:	
8. Request Date:	9. Name of NREL/DOE Host:
10. Purpose of Visit: Technological Area (please be specific):	
11. Start Date of Visit:	12. End Date of Visit:
Authorized by - Manager or Higher 13. Please print: _____ Title: _____	
Manager or Higher 14. Please sign: _____	15. Host Phone # _____

INSTRUCTIONS FOR COMPLETING RECORD OF NON-473 VISIT

Personal Data

1. Enter full name of person for whom a visit is being recorded.
2. Enter the visitor's birthplace (city and country).
3. Enter visitor's date of birth.
4. Enter name of the visitor's country of citizenship.
5. Identification i.e.: Visa or Passport number and expiration date
6. Enter a name and description of the type of business for the requestor's current employer.

Visit Specification Data

7. Enter the identification of the building(s) to be accessed by the visitor.
8. Enter the date this request is submitted.
9. Enter the full name of the employee hosting the visitor.
10. Enter a description of the purpose of this visit including area of technology toured/discussed.
11. Enter the proposed start date of the visit.
12. Enter the proposed end date for the visit.
13. Authorization – must be Manager or higher. Please print name. **(Manager or designated/authorized signature with written authorization attached).**
14. Authorization – must be Manager or higher. Please sign name.
15. Host phone number.